

Paperchase

GENDER PAY REPORT

2021

A MESSAGE FROM OLLY

As of 2020, transparency over gender pay is a legal requirement. But to us, it's something that's woven into our DNA – tightly linked to our core brand value, 'Kindness'. Our people are everything to us, and being active participants in nurturing and growing equality is what we owe them. This report isn't mere tick-boxing, it's fundamental to who we are; part of our mission to continuously reflect, learn and improve. As ever, our ears, eyes and hearts are open to getting better but know that we are on it.



Chief Executive
Officer

IN THIS DOCUMENT...

You'll discover our research into and actions towards bridging the Gender Pay Gap, in accordance with the government's commitment to tackling gender inequality.

HOW THE FINDINGS WERE GATHERED

The data included was taken from a snapshot date of 5th April 2021 using the mechanisms set out in the gender pay gap reporting legislation:

1. THE MEAN

The mean (or average) is the sum of all hourly rates or the sum of all the bonus payments paid, divided by the number of relevant colleagues.

2. THE MEDIAN

The number is the difference between the colleague in the middle of the range of male wages and the middle colleague in the range of female hourly pay or bonus paid.



Getting into the details

OUR FINDINGS

Our percentage of males and females in the four quartiles (i.e., Lower, Lower Middle, Upper Middle and Upper) were as follows:

1 Our female colleague's hourly rate was 17.9% lower at a mean rate and 2.4% lower at a median rate.

2 The bonus pay gap at both mean and median was not applicable due to no men receiving a bonus in the period.

3 The proportion of colleagues receiving a bonus was 0.1% female and 0.0% male.

QUARTILE	FEMALE	MALE
LOWER	51.1%	48.9%
LOWER MIDDLE	80.0%	20.0%
UPPER MIDDLE	66.7%	33.3%
UPPER	64.4%	35.6%

Getting into the details

CONTEXT & CONCLUSIONS

To offer a clearer look at the results, we have added the human context to the data gathered, striving to offer a transparent overview with as much information as possible.

1 On our snapshot reporting date, of the 907 colleagues on our payroll, 82% were female and 18% male.

2 However, our stores were closed and our store colleagues on furlough, resulting in 76% of our colleagues being unable to be included in the report as per the guidelines and therefore excluded from three of the six gender pay gap calculations.

3 Therefore, our gender pay gap calculations were based on 180 colleagues out of 907, based in our Support Office, Distribution Centre and a handful of Retail colleagues.


Getting into the details

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4

During the reporting period only one bonus was achieved, which was a female colleague. As no bonus payments were paid to men, the calculation of both mean and median bonus gap was not applicable (as per HMRC calculation guidance).





5

Standard retail bonuses were not paid out in the period due to widespread closures of retail stores due to the pandemic, hence the low level of colleagues achieving a bonus.



6

The mean and median gender pay gap percentages are affected by the smaller proportion of male colleagues across the business compared to females, meaning the hourly rate for men is skewed to a higher amount.



Speaking from the heart and the data

A FEW WORDS BEFORE OUR COMMITMENTS...

With the covid pandemic and stores being closed in the reporting period, the calculations are not reflective of our entire workforce. We are very keen to see what 2022's numbers bring as we are making many positive improvements.

Paperchase actively commits to the development of a Diversity and Inclusion Partnership as a vital group to support the implementation of our aims in equality, diversity and inclusion which is given the fullest of support from Senior Leadership. This group aims to represent the interests and feedback of colleagues to embrace, educate and celebrate diversity and inclusion.



Steps to a better future

OUR COMMITMENTS

With our findings, context and conclusions in mind, we are pledging to a list of key promises.



The ongoing development and support of a calendar of activities in supporting the embracing, education and celebration of diversity and inclusion throughout our business.



The recruitment, selection, performance management and performance development procedures and activities which embed its Diversity and Inclusion aims throughout.



The regular reviews of all policies and procedures with the aim of continuous improvement to meet its diversity and inclusion aims.



The analysis and evaluation of its diversity and inclusion make up and practice to understand the range, experience and needs of individuals within the company.



The development and review of our Product and Marketing D&I policies and strategies to continuously review our products and marketing mindfully in consideration of our Diversity and Inclusion aims.



The development and support of training and resources to improve knowledge, skills and commitment to embrace, educate and celebrate our diversity and inclusion aims.



Open communication of progress in relation to the fulfilment of its Diversity and Inclusion aims.

Part of a wider mission

OUR DIVERSITY & INCLUSION STATEMENT

This report is not a stand-alone piece of work. It's a vital piece of our wider Diversity and Inclusion programme that underpins all we do.

OUR STATEMENT

Our aim is to **spread a little joy every day**, we know that **positivity** comes by **embracing** and **celebrating** diversity and inclusion. Together we will **educate** paperchasers to be:

- Bold champions of diversity and inclusion regardless of characteristics such as age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion and belief, gender identity and marriage and civil partnership
- Encourage playful celebration of our strength in each other's unique best selves
- Empower fresh thinking by embracing diversity and inclusion and attracting and developing talented people
- Value being kind throughout all aspects of our business, promoting creativity and education that enables us all to thrive.

**OUR EARS,
HEARTS
& EMAILS
ARE
ALWAYS
OPEN**

We hope we have managed to collate all the data in a clear and concise way, with full transparency and lots of heart. Should you have any questions, or indeed suggestions, please don't hesitate to get in touch with our People Team.

Contact us by emailing :
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